

STATE OF MICHIGAN
Michigan Nursing Home Administrator State Licensure Examination

The Michigan Nursing Home Administrator Licensure Examination is designed to determine that entry-level administrators possess the knowledge essential to protect the public's health, safety, and welfare. This exam is called NSBL when you are registering on-line for the licensure examinations.

STATE EXAMINATION INFORMATION

The Michigan Nursing Home Administrator Licensure Examination (NSBL) consists of 100 multiple-choice questions based on the laws and rules of Michigan that apply to nursing home administration and facilities management. The content and weighting of the examination are as follows:

- I. Community/Public Health Laws 50%**
 - A. State Administration
 - B. Administrative Management of Facilities
 - C. Patient Care
 - D. Physician Services
 - E. Nursing Services
 - F. Infection Control
 - G. Food Services
 - H. Pharmaceutical Services
 - I. Other Services
 - J. Records
 - K. Building and Grounds
 - L. Emergency Procedures

- II. Medicaid Regulations 20%**
 - A. Contractual Obligations
 - B. Reporting Requirements
 - 1. . . Admission and Discharge
 - 2.Patient Financial Status Requirements
 - 3.Trust Fund Reporting Requirements
 - 4.Annual Cost Reporting
 - 5.Billing Procedures

- III. Nursing Home Administrators' State License Law, 10%**
"Michigan Public Health Code", Public Act 299 of 1980,
Articles 15, Part 161 and Administrative Rules, as amended.

- IV. State Fire Safety Laws 10%**

- V. Michigan Labor Laws and Management Laws..... 10%**
 - A. Unemployment Insurance
 - B. Worker's Compensation
 - C. Labor Relations

REFERENCE INFORMATION

Suggested References for the Michigan Nursing Home Administrator Licensure Examination:

1. "Michigan Public Health Code", Public Act 368 of 1978, includes Article 17, Parts 201 and 217 that pertain to nursing homes, and "Rules for Nursing Homes", specifically, Administrative Rule 325.20101 through Rule 325.22004 – Internet address: www.michigan.gov/healthlicense. (click on Nursing Home Administrators, then National and State Nursing Home Administrators Exams, then Public Health Code on the left side of the page). If you do not have computer access, please contact the Department of Community Health (MDCH), Division of Nursing Home Monitoring, Field Services Section, PO Box 30035, Lansing, MI 48909, telephone: 517-334-8408.
2. "Long Term Care Facility" Manual, Department of Community Health (DCH), Medical Services Administration (MSA) – available only through mail order. An order form for this manual and other Manuals and Bulletins and Updates for Medicaid Program Policy is available by calling 1-800-292-2550 or 517-335-5158. Please allow 6-8 weeks for delivery.
3. "Michigan Public Health Code", specifically, Article 15, Part 161 and the promulgated Administrative Rules 339.14001 through 14035; licensure requirements for Nursing Home Administrators, includes rules – included with mailing of initial application packet. Internet address: www.michigan.gov/healthlicense. (click on Nursing Home Administrators, then National and State Nursing Home Administrators Exams, then Public Health Code on the left side of the page). You may also contact MDCH, Bureau of Health Professions, P.O. Box 30670, Lansing, MI 48909, telephone: 517-335-0918.
4. "Health Care Facilities Fire Safety Rules" – specifically, Administrative Rule 29.1001 through Rule 29.1053 – Contact DLEG, Office of Fire Safety, 7150 Harris Dr., Lansing, MI 48913, telephone: 517-322-1123. Internet address: www.michigan.gov/dleg (click on Construction Codes & Fire Safety and then Administrative Rules and Public Acts).
5. "Workers' Disability Compensation Act", Act 317 of 1969 and Administrative Rules, as amended and the handbook "An Overview of Workers' Compensation in Michigan" – Internet address: www.michigan.gov/wca. Click on "Publications". You may also contact DLEG, Workers' Compensation Agency, P.O. Office Box 30016, Lansing MI 48909, telephone: 1-888-396-5041 or 517-322-1441.
6. "Employer Handbook" – Order forms are available on-line at: www.michigan.gov/uia. To download the order form, click on "Forms" on the left side of the page.